

USAID MULTI-YEAR BUDGET PROCESS

Budget Phases and Major Steps	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Formulation Phase												
R-4 guidance drafted, issued by AID/W		x x x x	x x									
R-4s drafted and submitted by operating units			x x	x x x x	x x x x	x x x x	x x x x	x x x x				
R-4 reviews in AID/W				x x	x x x x	x x x x	x x x x	x x x x	x x x x			
State MPP guidance issued to embassies					x x							
BPBS guidance drafted, issued by AID/W					x	x x x						
OMB Spring Planning Guidance issued						x x						
Embassies prepare MPP submissions							x x x x					
R-4 synthesis								x x x	x x x			
Bureau budget meetings and decisions								x x	x x			
State MPP reviews								x x	x x			
BPBSs drafted by bureaus									x x x x	x		
State MPP Wrap-up Reviews with Secretary										x x		
BPBS submitted by operating to M and PPC										x		
BBS reviews, hearings with A/AID										x x	x x	
Budget decisions, adjustments by bureaus											x x	
OMB submission and Annual Perf. Plan drafted											x x	x x
Budget Request and initial APP submitted to OMB												x
OMB hearings on Agency request	x x x x	x x										
OMB passback, Agency reclama			x x									
President's Mark			x									
Adjustments in request, allocation to/by Bureaus			x x	x x x x	x x							
Annual Performance Plan finalized												
Justification Phase												
Preparation of Congressional Presentation		x x x x	x x x x	x x x x	x x							
Preparation of President's Budget			x x x x	x x								
Release of President's Budget to Congress					x x							
Release of USAID CP to Congress					x x							
Congressional appropriations hearings, follow-up					x	x x x x	x x x x	x x x x	x			
Congressional Budget Resolution considered						x x	x x					
Committee appropriations mark-ups									x x x	x x x		
Floor action on appropriations										x x		x
Appropriations conference												x x
Appropriation enacted, Presidential signature												x
Implementation Phase												
Congressional provisions assessed, negotiated	x x x x	x x										
Quarterly OE allocations	x			x			x			x		
Initial OYB allocations to bureaus, reclaims		x x										
Funds released to Agency by Treasury, OMB		x x										
Bureau budget controls set		x x										
Bureau allocations to operating units		x x										
Country levels set, Sec. 653(a) Report issued		x x										
Bureau budget levels established by M/B in NMS			x x x x									
Bureau allotments established by M/FM in NMS			x x	x x								
Field support planning				x x x x								
Preparation of Statistical Annex				x x	x x x							
Release of Statistical Annex to Congress					x							
Completion of coding by operating units					x x x x	x						
Budget implementation by operating units					x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Field support funds transfer, program negotiation					x x	x x x x	x x x x	x x x x	x x x x			
Implementation monitoring, reprogramming						x	x	x	x	x	x x x x	x x x x
Reporting Phase												
Accounting reports		x x	x x x x	x x x x	x x x x	x x x x						
GreenBook on Loans & Grants prepared, submitted					x x x x	x x x x	x x x x	x x x x	x x x x	x x x x		
Reports on USAID research, small business								x x x x	x x x x			
Case Survey on funding thru academic institutions								x x x x	x x x x			
Federal Funds survey on scientific activities								x x x x				
Reports to OECD/DAC on USAID sectoral funding									x x x x	x x x x		